



**FINANCIAL REPORT OF THE NORTH CAROLINA RESPIRATORY CARE BOARD**  
**July 1, 2017 – June 30, 2018**

To: Attorney General Josh Stein  
Secretary of State Elaine Marshall  
Office of State Budget and Management  
Joint Legislative Administrative Procedure Oversight Committee  
State Publications Clearinghouse

From: William L. Croft, PhD, RRT, RCP  
Executive Director  
North Carolina Respiratory Care Board

Re: Report of Financial Activities of the North Carolina Respiratory Care Board  
July 1, 2017 – June 30, 2018

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The North Carolina Respiratory Care Board was established by Act of the General Assembly during its 2000 session, with the passage of the North Carolina Respiratory Care Practice Act. The Act is codified at N.C. Gen. Stat. § 90-646 *et seq.* This report is being submitted at the direction of the Board, and after being approved by the Board at its regular quarterly meeting on July 13, 2017, to fulfill its duty under N.C. Gen. Stat §93B-2 (b) to submit an annual financial report. This financial report is in two parts. Part one is the standard financial report to fulfill the requirements of N.C. Gen. Stat §93B-2 (b). Part two is the Profit and Loss report comparisons from the last two cycles to illustrate the NCRCB efforts to implement efficiencies resulting in cost savings and improvement in net financial position.

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Attachment: Financial Statement

# North Carolina Respiratory Care Board

## Balance Sheet Prev Year Comparison

As of June 30, 2018

	<u>Jun 30, 18</u>	<u>Jun 30, 17</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
Paragon Bank - Savings	346,456.72	244,807.45	101,649.27	41.52%
Paragon Bank Operating Account	72,896.32	85,890.09	-12,993.77	-15.13%
PayPal Cash	9,403.50	9,403.50	0.00	0.0%
<b>Total Checking/Savings</b>	<u>428,756.54</u>	<u>340,101.04</u>	<u>88,655.50</u>	<u>26.07%</u>
<b>Accounts Receivable</b>				
Accounts Receivable	7,170.00	6,840.00	330.00	4.83%
<b>Total Accounts Receivable</b>	<u>7,170.00</u>	<u>6,840.00</u>	<u>330.00</u>	<u>4.83%</u>
<b>Other Current Assets</b>				
Prepaid Insurance	8,686.10	8,686.10	0.00	0.0%
Prepaid Rent	2,507.40	2,507.40	0.00	0.0%
<b>Total Other Current Assets</b>	<u>11,193.50</u>	<u>11,193.50</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Current Assets</b>	<u>447,120.04</u>	<u>358,134.54</u>	<u>88,985.50</u>	<u>24.85%</u>
<b>Fixed Assets</b>				
<b>Board Room Furniture</b>				
Accumulated Depreciation	-4,500.00	-4,500.00	0.00	0.0%
Cost	4,500.00	4,500.00	0.00	0.0%
<b>Total Board Room Furniture</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Computers</b>				
Accumulated Depreciation	-11,157.47	-11,157.47	0.00	0.0%
Cost	11,157.47	11,157.47	0.00	0.0%
<b>Total Computers</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Copier Machine</b>				
Accumulated Depreciation	-1,725.44	-1,725.44	0.00	0.0%
Cost	10,352.62	10,352.62	0.00	0.0%
<b>Total Copier Machine</b>	<u>8,627.18</u>	<u>8,627.18</u>	<u>0.00</u>	<u>0.0%</u>
<b>Office Furniture</b>				
Accumulated Depreciation	-5,785.47	-5,785.47	0.00	0.0%
Cost	4,389.88	4,389.88	0.00	0.0%
Office Furniture - Other	5,225.93	5,097.25	128.68	2.52%
<b>Total Office Furniture</b>	<u>3,830.34</u>	<u>3,701.66</u>	<u>128.68</u>	<u>3.48%</u>
<b>Telephone Equipment</b>				
Accumulated Depreciation	-3,339.57	-3,339.57	0.00	0.0%
Telephone Equipment - Other	6,071.94	6,071.94	0.00	0.0%
<b>Total Telephone Equipment</b>	<u>2,732.37</u>	<u>2,732.37</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Fixed Assets</b>	<u>15,189.89</u>	<u>15,061.21</u>	<u>128.68</u>	<u>0.85%</u>
<b>TOTAL ASSETS</b>	<u><u>462,309.93</u></u>	<u><u>373,195.75</u></u>	<u><u>89,114.18</u></u>	<u><u>23.88%</u></u>

### LIABILITIES & EQUITY

**North Carolina Respiratory Care Board**  
**Balance Sheet Prev Year Comparison**  
As of June 30, 2018

	<u>Jun 30, 18</u>	<u>Jun 30, 17</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts Payable	245.22	1,758.33	-1,513.11	-86.05%
<b>Total Accounts Payable</b>	<u>245.22</u>	<u>1,758.33</u>	<u>-1,513.11</u>	<u>-86.05%</u>
<b>Other Current Liabilities</b>				
Accounts Payable-Legal Fees	5,057.08	5,057.08	0.00	0.0%
Accrued Vacation	37,721.65	33,482.42	4,239.23	12.66%
<b>Total Other Current Liabilities</b>	<u>42,778.73</u>	<u>38,539.50</u>	<u>4,239.23</u>	<u>11.0%</u>
<b>Total Current Liabilities</b>	<u>43,023.95</u>	<u>40,297.83</u>	<u>2,726.12</u>	<u>6.77%</u>
<b>Total Liabilities</b>	<u>43,023.95</u>	<u>40,297.83</u>	<u>2,726.12</u>	<u>6.77%</u>
<b>Equity</b>				
<b>Retained Earnings</b>	332,897.92	270,669.42	62,228.50	22.99%
<b>Net Income</b>	<u>86,388.06</u>	<u>62,228.50</u>	<u>24,159.56</u>	<u>38.82%</u>
<b>Total Equity</b>	<u>419,285.98</u>	<u>332,897.92</u>	<u>86,388.06</u>	<u>25.95%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>462,309.93</u></u>	<u><u>373,195.75</u></u>	<u><u>89,114.18</u></u>	<u><u>23.88%</u></u>

# North Carolina Respiratory Care Board

## Profit & Loss Prev Year Comparison

July 2017 through June 2018

	<u>Jul '17 - Jun 18</u>	<u>Jul '16 - Jun 17</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Background Check Fees	2,394.00	11,970.00	-9,576.00	-80.0%
CE Program Approval Fees	9,370.00	11,455.00	-2,085.00	-18.2%
Civil Penalties	1,000.00	2,250.00	-1,250.00	-55.56%
Disciplinary Action Cost	500.00	1,000.00	-500.00	-50.0%
License Fees				
Active License and BGC Fee	85,959.00	65,685.00	20,274.00	30.87%
Inactive Renewal Fees	1,280.00	1,445.00	-165.00	-11.42%
Renewal License Fees	331,425.00	341,925.00	-10,500.00	-3.07%
Total License Fees	418,664.00	409,055.00	9,609.00	2.35%
License Verification Fee	5,440.00	5,920.00	-480.00	-8.11%
Licensee Database	600.00	100.00	500.00	500.0%
Miscellaneous Income	991.41	15.00	976.41	6,509.4%
Replacement Certificate Copies	970.00	910.00	60.00	6.59%
<b>Total Income</b>	<b>439,929.41</b>	<b>442,675.00</b>	<b>-2,745.59</b>	<b>-0.62%</b>
<b>Expense</b>				
Background Check Service Fee	14,032.00	12,274.00	1,758.00	14.32%
Bank Charges				
Bankcard Charges	-14.00	0.00	-14.00	-100.0%
Charge back- Returned check	150.00	58.00	92.00	158.62%
Return Check Bank Fee	0.00	7.00	-7.00	-100.0%
Total Bank Charges	136.00	65.00	71.00	109.23%
Board Per Diem	4,100.00	4,000.00	100.00	2.5%
Civil Penalty Fund	217.35	1,967.00	-1,749.65	-88.95%
Contract Labor	8,019.00	12,055.00	-4,036.00	-33.48%
Database Service Fees	5,225.00	5,749.95	-524.95	-9.13%
Depreciation Expense	0.00	3,733.01	-3,733.01	-100.0%
Dues and Subscriptions	2,959.83	2,817.73	142.10	5.04%
Equipment Rental	2,133.72	2,136.14	-2.42	-0.11%
Insurance				
Business Insurance	1,790.00	949.20	840.80	88.58%
Liability Insurance	7,304.00	7,287.00	17.00	0.23%
NC Workers Compensation	863.00	1,106.00	-243.00	-21.97%
Insurance - Other	0.00	-170.00	170.00	100.0%
Total Insurance	9,957.00	9,172.20	784.80	8.56%
License Application Withdrawn	800.00	125.00	675.00	540.0%
Licensee Refund for Overpayment	538.00	225.00	313.00	139.11%
Miscellaneous	4,398.72	1,254.97	3,143.75	250.5%
Office Supplies	1,758.84	3,791.49	-2,032.65	-53.61%
PayPal Service Charge	10,652.78	10,443.32	209.46	2.01%
Payroll Expenses				
Payroll	134,298.78	125,773.64	8,525.14	6.78%

**North Carolina Respiratory Care Board**  
**Profit & Loss Prev Year Comparison**  
**July 2017 through June 2018**

	<u>Jul '17 - Jun 18</u>	<u>Jul '16 - Jun 17</u>	<u>\$ Change</u>	<u>% Change</u>
Payroll Fee	1,649.05	1,304.00	345.05	26.46%
Tax Draft	53,611.56	54,508.85	-897.29	-1.65%
Payroll Expenses - Other	4,239.23	6,977.95	-2,738.72	-39.25%
<b>Total Payroll Expenses</b>	<b>193,798.62</b>	<b>188,564.44</b>	<b>5,234.18</b>	<b>2.78%</b>
Postage and Delivery	2,500.00	3,032.34	-532.34	-17.56%
Printing and Reproduction	2,345.46	1,015.56	1,329.90	130.95%
<b>Professional Fees</b>				
Accounting	6,100.00	6,000.00	100.00	1.67%
Legal Fees	36,058.20	57,826.14	-21,767.94	-37.64%
<b>Total Professional Fees</b>	<b>42,158.20</b>	<b>63,826.14</b>	<b>-21,667.94</b>	<b>-33.95%</b>
Rent	30,190.42	29,885.12	305.30	1.02%
<b>Repairs</b>				
Equipment Repairs	0.00	480.38	-480.38	-100.0%
<b>Total Repairs</b>	<b>0.00</b>	<b>480.38</b>	<b>-480.38</b>	<b>-100.0%</b>
Telephone and Internet	8,957.90	10,016.02	-1,058.12	-10.56%
<b>Travel Expenses</b>				
Meals	1,172.71	1,627.87	-455.16	-27.96%
Mileage	6,906.00	9,214.35	-2,308.35	-25.05%
Other Expense	1,867.29	2,440.70	-573.41	-23.49%
Room	970.97	2,714.56	-1,743.59	-64.23%
Travel Expenses - Other	1.49	0.00	1.49	100.0%
<b>Total Travel Expenses</b>	<b>10,918.46</b>	<b>15,997.48</b>	<b>-5,079.02</b>	<b>-31.75%</b>
<b>Total Expense</b>	<b>355,797.30</b>	<b>382,627.29</b>	<b>-26,829.99</b>	<b>-7.01%</b>
<b>Net Ordinary Income</b>	<b>84,132.11</b>	<b>60,047.71</b>	<b>24,084.40</b>	<b>40.11%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	1,955.95	1,580.79	375.16	23.73%
Other Income	300.00	600.00	-300.00	-50.0%
<b>Total Other Income</b>	<b>2,255.95</b>	<b>2,180.79</b>	<b>75.16</b>	<b>3.45%</b>
<b>Net Other Income</b>	<b>2,255.95</b>	<b>2,180.79</b>	<b>75.16</b>	<b>3.45%</b>
<b>Net Income</b>	<b>86,388.06</b>	<b>62,228.50</b>	<b>24,159.56</b>	<b>38.82%</b>